

# **City Council Meeting Packet**



**March 21, 2017**

## AGENDA

Norton City Council

March 21, 2017

6:00 P.M.

1. Roll Call
2. Invocation – Rev. Freddie Powers
3. Pledge of Allegiance
4. Approval of Minutes
  1. Meeting of March 7, 2017
5. Audience for Visitors
6. Public Hearing:
  - A. A Public Hearing to Solicit Input on a Proposed Community Development Block Grant (CDBG) Proposal to be Submitted to the Virginia Department of Housing and Community Development for the Norton Downtown Revitalization Project.
    1. Public Hearing
    2. Comments by City Council
    3. Consideration of Resolution by City Council
7. New Business
  - A. Consideration of a 2017-18 Local Government Challenge Grant Application in the Amount of \$5,000.
  - B. Discussion About the 2017 Fireworks Display.

- C. Request by ROD Enterprises, Inc Doing Business as Doughmakers Pizza LLC to Use the City of Norton's "Woodbooger" Service Mark for the Purpose of Naming Menu Items.
- D. Resolution Authorizing a Virginia Department of Health – Office of Drinking Water's Water Supply Assistance Grant Application for the Clear Creek Waterline Replacement Project – Phase I.
- E. Resolution Authorizing a Virginia Department of Health – Office of Drinking Water's Water Supply Assistance Grant Application for the Josephine Waterline Replacement Project – Phase I.
- F. Resolution Authorizing a Virginia Department of Conservation and Recreation Funding Application to the Flood Prevention and Protection Assistance Fund for the Purpose of Engineering Design for Leak Repairs on the Lower Dam.
- G. Resolution Proclaiming the Month of April 2017 as Child Abuse Prevention Month.
- H. Confirmation of a Check(s)/Transfer(s) in Excess of \$100,000.
- I. Closed Meeting for Personnel as Per Section 2.2-3711 (A) (1) of the City of Virginia, as Amended and Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publically Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body as Per Section 2.2-3711 (A) (3) of the City of Virginia, as Amended.
  - 1. Appointment to the Southwest Virginia Regional Jail Authority for a Four (4) Year Term; Currently Fred Ramey Whose Term Expires 4/3/2017.  

To 4/3/2021
  - 2. Appointment to the Cumberland Airport Commission for a Four (4) Year Term; Currently Chris Starnes.  

To 10/31/2017

3. Nominations to the 2017 Virginia Municipal League Policy Committees.

8. Comments by the City Manager, City Attorney, and City Council.

9. Adjournment.

The regularly scheduled meeting of the Norton City Council was held on Tuesday, March 7, 2017, at 6:00 p.m., in the Municipal Council Chambers with Mayor William Mays presiding.

Present: Robert Fultz, Jr., William Mays, Joseph Fawbush, Dee Belcher, and Mark Caruso

Also Present: Fred L. Ramey, Jr., City Manager, and Bill Bradshaw, City Attorney

The invocation was given by Pastor Jim Wells and was followed by Pledge of Allegiance led by Police Chief James Lane.

Upon a motion by Councilman Fultz, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to adopt the minutes of the February 21, 2017, meeting as presented.

During the Mayor's Call for Visitors, Ms. Ruby Sanders and Ms. Melissa Sampson, Veterans Service Representatives of the Virginia Department of Veterans Services, was present to inform Council that the purpose of their agency is to assist veterans with their benefits including education, Veterans Affairs healthcare, and compensation. They handed out a pamphlet with their business cards and requested that the City provide their agency information to veterans who may move into the area.

Mr. Shawn Lindsey, Executive Director of Spearhead Trails, spoke briefly to Council to introduce himself and to provide them an update on the activities of the organization. He advised that Spearhead is moving its office to Coeburn and he thanked the City for the office space that was provided to them at the Hotel Norton. Mr. Lindsey stated he hopes to work with Norton, Big Stone Gap, and Appalachia on a Rails-to-Trails project, and to a certain extent, be involved in the equestrian trails on High Knob connecting Lee, Scott, and Wise Counties. He said he would like for Spearhead Trails to become a multi-use trail system that would be used for a variety of outdoor activities. He noted that Spearhead Trails is requesting FY 2017-18 funding based upon each town or city's population instead of a flat amount as in priors years.

Councilman Fawbush said he would like to see the rails-to-trails and all-terrain vehicle trails from Appalachia to Norton completed.

Mr. Lindsey agreed that the rails-to-trails project would be an excellent project to complete and he believes it would have a large economic impact on the area.

Mayor Mays thanked Mr. Lindsey for the update.

A public hearing was held to consider the financial encumbrances for the General Operating Fund in the amount of \$91,171 for the year ending June 30, 2016.

Mr. Ramey advised that the public hearing had been duly advertised and the auditor has certified \$91,171 as encumbrances for the year ending June 30, 2016.

There being no questions or comments from Council prior to the public hearing, Mayor Mays opened the public hearing.

There being no public comments, Mayor Mays closed the public hearing.

Upon a motion by Councilman Fawbush, seconded by Councilman Caruso, and passed the following roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to approve the financial encumbrances for the General Operating Fund in the amount of \$91,171 for the year ending June 30, 2016.

Council had been presented with a request for a Revocable Special Use Permit to allow for the installation of a fence on City right-of-way at 312 Henry Street, N.W.

Mr. Ramey, via a PowerPoint presentation, indicated that Mr. Shawn Lindsey desires to place a fence on City right-of-way and Mr. Lindsey is requesting a Revocable Special Use Permit from Council. Mr. Ramey presented a slide of the black rail fence Mr. Lindsey plans to install. Using PowerPoint, Mr. Ramey and Mr. Lindsey shared several slides and photos to highlight the proposed location of the fence on City right-of-way to Mr. Lindsey's property, the street, and existing hedges located on adjacent property owned by Mr. and Mrs. Tim Hensley. Mr. Ramey advised that Mr. Lindsey had contacted adjacent property owners and three had concerns about the fence and have emailed the City with their concerns. Mr. Ramey provided Council with copies of four emails he received regarding this request.

Mr. Lindsey, who was present at the Council meeting, stated the purpose of the fence is for the safety of his children and dog. He said the type of fence he purchased is a high-end residential area and is similar to what the City has installed at the wall. He said he had studied public safety and the fence will not present any sight-line issues, impede traffic, or cause any drainage problems. He stated the City owns 15 feet in front of his property line and since he will be maintaining the City's right-of-way he would like to be able to use it. He said he drove around the City and noticed other property owners had fences and rock walls in their front yards. Mr. Lindsey noted that property owners in his area did not have an issue with the style of fence but that they did not want a fence in the front yard. Mr. Lindsay said the issue is not whether I can place a fence in my front yard but rather where I would place the fence. I am asking Council's permission to place a fence in the City's right-of-way which is approximately seven to eight feet from the edge of the pavement. He noted that his adjoining property owners, Tim and Mary Ann Hensley, did not have an issue with the installation of a fence in his front yard.

After discussion of the request, Councilman Caruso made a motion to allow the request and to authorize City Administration to prepare a Revocable Special Use Permit. Seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to allow the installation of a fence on City right-of-way at 312 Henry Street, N.W., and authorized City Administration to prepare a Revocable Special Use Permit.

Mr. Ramey advised the City has received a request from Pathfinders Outdoor Adventures, LLC, to amend its current Special Use Permit to utilize the City of Norton's Firing Range for firearms training and classes to allow limited public access to the facility.

Mr. Ramey said Pathfinders Outdoor Adventures, LLC, wants to expand its use of the shooting range to include competitive shooting competitions and other activities. The business's goal is to improve firearm safety in the community, improve the shooting facilities at the range through grants from the National Rifle Association (NRA), increase public access to a safe-shooting environment, and bring non-resident shooting enthusiasts

to the City through competitive shooting competitions. The current Special Use Permit limits the access to the shooting range to training classes.

Mayor Mays asked Police Chief Lane if any issues have developed as a result of the current Special Use Permit.

Chief Lane advised the Police Department has never experienced any issues with Pathfinders Outdoor Adventures, LLC, and that he has no objection with the current request to expand its use of the facility.

Mayor Mays asked the City Attorney if he approved the request.

Mr. Bradshaw said the proposal is acceptable.

Councilman Fultz said he liked the proposal and he had spoken with Mr. Caruso about the request. He stated he would like to see an indoor shooting facility and he understands that several entities had studied the concept. He believes there is enough interest for this type of facility in the area and if this request is approved that perhaps it would provide additional information to determine the viability of an indoor shooting range.

Councilman Fawbush noted that since Council has prohibited shooting at the City reservoir he has received comments that citizens currently have no location to practice shooting. He said he realizes Mr. Caruso is a Councilman and that he has studied the conflict of interest. However, no one else has stepped forward to initiate this type of project and the individuals that have inquired about a shooting range are not willing to open a facility.

Upon a motion by Councilman Fawbush, seconded by Councilman Fultz, and passed by the following roll call vote: YES – Fultz, Fawbush, Belcher, Mays, NO – None, ABSTAIN – Caruso, ABSENT – None, Council moved to amend the current Special Use Permit to allow additional activities at the Norton Shooting Range as stated in Pathfinders Outdoor Adventures, LLC's proposal.

Councilman Caruso commented that the shooting range will not be open to the public. The emphasis will be on safety and the structure will be an NRA shooting club. Participants will be required to have taken a certified firearms class and pre-register at Pathfinders to participate.

Mr. Ramey requested authorization to advertise the second public hearing for a proposed Community Development Block Grant (CDBG) at 6:00 p.m., Tuesday, March 21, 2017. A proposal will be submitted by City Administration to the Virginia Department of Housing and Community Development for a project related to the City's Downtown Revitalization Master Plan.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to authorize the City Manager to advertise the second public hearing.

Council had one transfer to confirm. This transfer was to Norton City Schools, dated February 9, 2017, in the amount of \$100,000 to cover February 13, 2017, accounts payable expenditures.

Upon a motion by Councilman Fawbush, seconded by Councilman Caruso, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to confirm the transfer to Norton City Schools as stated above.

Upon a motion by Councilman Fultz, seconded by Councilman Caruso, and passed by unanimous roll call vote, Council moved to go into closed meeting for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publically held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body as per Section 2.2-3711 (A) (3) of the Code of Virginia, as amended.

Mayor Mays declared Council in closed meeting.

Upon a motion by Councilman Fawbush, seconded by Councilman Caruso, and passed by unanimous vote, Council moved to go back into open meeting.

Mayor Mays declared Council back in open meeting.

The Clerk polled each member of Council as to the Certification of Closed Meeting with each answering yes. The Clerk then read a Resolution of the Certification of Closed Meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by unanimous vote, Council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

In comments from the City Manager, Mr. Ramey advised the following:

He placed at each member's desk a copy of the letter from the U.S. Forest Service regarding its draft Environmental Assessment on the Nettle Patch Vegetation Management Project. Mr. Ramey noted a 165 page document was included with the letter if Council would like to review the report.

A resolution Council approved at the last meeting to work with the counties of Wise, Lee, Scott, and Dickenson to develop a plan for regional economic development has been adopted by both Dickenson and Scott Counties. Lee and Wise Counties are expected to consider the resolution at their next meetings.

Mr. Bradshaw has received a Final Order from the Circuit Court that formally authorizes the City to issue Pawn Brokers Licenses. As of today, the City has not received an application for a license.

The City has received six additional applications for the City's Adopt-A-Spot Program: Pathfinders Outdoor Adventures, LLC, High Knob Outdoor Club, and the Norton Police Department Explorer Post 444 have adopted three separate locations on High Knob; Home Changes, LLC, Virginia Cooperative Extension, and High Knob Outdoor Club have adopted various trails on the mountain.

He would like to remind Council of the Capital Improvement Program scheduled at 8:00 a.m., Saturday, March 11, 2017, in Council Chambers. Also, the Budget Work Session is scheduled at 8:00 a.m., Saturday, April 1, 2017, in Council Chambers.

There were no comments by the City Attorney.

In comments from Council:



Councilman Caruso commended Shayne Fields for his work on the trails.

Councilman Fultz had no comments.

Councilwoman Belcher had no comments.

Councilman Fawbush said the fourth annual Woodbooger Festival is scheduled for Saturday, October 7, 2017. This year's event will be a one-day event with activities held throughout the day.

Mayor Mays had no comments.

There being no further business to come before Council, the meeting adjourned.

CITY OF NORTON, VIRGINIA

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William Mays, Mayor

ATTEST:

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Rebecca K. Coffey, Clerk of Council

**RESOLUTION IN SUPPORT OF  
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

**NORTON DOWNTOWN REVITALIZATION**

**WHEREAS**, the City of Norton, Virginia, wishes to apply for \$700,000 in Virginia Community Development Block Grant (VCDBG) funds for the "Norton Downtown Revitalization" project; and

**WHEREAS**, funding representing the balance of the total project cost is detailed within the application; and

**WHEREAS**, citizen participation requirements have been met through two duly advertised public hearings; and

**WHEREAS**, the project will meet the VCDBG National Objective of eliminating slums and blight through the various activities outlined in the application.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Norton, Virginia, that the City Manager of the City of Norton is hereby authorized to sign and submit any and all appropriate documents relevant to this Virginia Community Development Block Grant proposal.

Adopted this 21<sup>st</sup> day of March, 2017.

**CITY OF NORTON, VIRGINIA**

\_\_\_\_\_  
William J. Mays, Mayor

ATTEST:

\_\_\_\_\_  
Clerk of Council

The following notice is to be published as a ***non-legal (display) advertisement*** in the **Friday, March 10 edition** of the *Coalfield Progress*.

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### NOTICE OF PUBLIC HEARING

The City of Norton will conduct a public hearing on Tuesday, March 21, 2017, at 6:00 p.m., in the City Council chambers, 618 Virginia Avenue NW, Norton, to solicit public input on a proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Norton Downtown Revitalization Project. The project will involve various improvements in the City's central business district. All interested citizens are encouraged to attend.

A draft CDBG proposal or a project fact sheet will be presented for comment along with information on projected beneficiaries, including the number of low- and moderate-income residents to benefit from the proposed project, and plans to minimize displacement. Citizens will also be given an opportunity to comment on the City's past use of CDBG funds. A project fact sheet will also be available at LENOWISCO Planning District Commission, Duffield, VA. For additional information, contact Mr. Fred Ramey, Norton City Manager, at (276) 679-1160.

Complaints and grievances can be submitted in writing to the City Manager's office at Norton City Hall, 618 Virginia Avenue NW, Norton VA 24273, or by phone at (276) 679-1160, until the date of the hearing.

If you plan to attend and have any special needs requirements, please call the number listed above.



an Affiliate of the  
Virginia Museum of Fine Arts

P.O. Box 179, Wise, VA 24293  
(276) 376-4520 • FAX (276) 328-0280  
e-mail: [pro-art@uvawise.edu](mailto:pro-art@uvawise.edu)  
[www.proartva.org](http://www.proartva.org)

**Founder and Executive Director Emeritus**  
Daisy Portuondo

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Kelly Harechmak

**Program Manager**  
Thomas Anderson

**Technical Director**  
Phil Henry

**Resident Sound Designer/  
Engineer**

Ben Mays

**Lighting Technician**  
Rosa Bott

March 9, 2017

City of Norton Council  
P.O. Box 618  
Norton, VA 24273

Dear Council Members:

We respectfully ask that you consider this a request to support Pro-Art Association in presenting programs for the 2017-18 season in Norton and throughout the region for citizens and K-12 students of Norton.

Under the Local Government Challenge Grant, the Virginia Commission for the Arts will match your contribution to regional qualifying arts organizations up to \$5,000. The deadline to apply is April 3. If Norton has not formally approved its budget by that date, you may apply conditionally for the matching funds and confirm the appropriations later. The City of Norton may change or eliminate any funding included in the application at a later date, however if matching funds for 2017-18 are not applied for by April 3 they cannot be requested later.

We ask that you add this request to the agenda for the next Council meeting on March 21. We have enclosed a financial report for the organization and a draft version of the Local Government Challenge Grant application. We will be glad to update and/or revise the application as you see fit, and to mail it to the VCA so that it arrives by the April 3 deadline.

If you would like further information about Pro-Art or this request, please contact our office. Also, please let us know if you would like a Pro-Art representative to attend the upcoming Council meeting.

We appreciate your support, which allows us to continue to bring the arts to Norton.

Sincerely,

Bonnie Elosser  
Executive Director

*"I will enjoy the pleasure of what I give by giving it alive and seeing another enjoy it..." Alexander Pope*

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PRO-ART ASSOCIATION  
STATEMENT OF INCOME AND EXPENSES – MODIFIED CASH BASIS  
FOR THE YEAR ENDED JUNE 30, 2016

**INCOME:**

<b>Admissions</b>	<b>\$</b>	<b>4,160</b>
<b>Associations</b>		<b>200</b>
<b>Colleges &amp; Universities</b>		<b>61,500</b>
<i>MECC</i>	<i>35,000</i>	
<i>UVa-Wise</i>	<i>26,500</i>	
<b>Corporations</b>		<b>14,200</b>
<b>Foundations</b>		<b>100,000</b>
<b>Individuals</b>		<b>11,750</b>
<b>Local Governments</b>		<b>32,900</b>
<b>Schools</b>		<b>12,000</b>
<b>Subscriptions</b>		<b>6,420</b>
<b>VCA</b>		<b>15,500</b>
<b>TOTAL</b>		<b>\$ 258,630</b>

**EXPENSES:**

<b>Administrative Costs (non-debt)</b>	<b>\$</b>	<b>6,850</b>
<i>Conferences and Meetings</i>	<i>610</i>	
<i>Dues and Subscriptions</i>	<i>430</i>	
<i>Fees</i>	<i>380</i>	
<i>Insurance</i>	<i>1,520</i>	
<i>Office Equipment and Supplies</i>	<i>3,540</i>	
<i>Postage</i>	<i>370</i>	
<b>Administrative Personnel</b>		<b>90,020</b>
<b>Artists Fees</b>		<b>89,850</b>
<b>Technical/Production</b>		<b>56,620</b>
<i>Hospitality for Artists/Crew</i>	<i>6,180</i>	
<i>Lighting</i>	<i>6,050</i>	
<i>Production Labor</i>	<i>1,740</i>	
<i>Sound</i>	<i>8,450</i>	
<i>Supplies</i>	<i>420</i>	
<i>Technical Director</i>	<i>21,850</i>	
<i>Technical Labor</i>	<i>11,930</i>	
<b>Publicity/Promotions</b>		<b>2,410</b>
<i>Newspapers</i>	<i>1,840</i>	
<i>Press Releases</i>	<i>340</i>	
<i>Website</i>	<i>230</i>	
<b>Printing</b>		<b>6,270</b>
<i>Posters and Flyers</i>	<i>1,440</i>	
<i>Programs</i>	<i>1,650</i>	
<i>Season Booklet</i>	<i>3,180</i>	
<b>TOTAL</b>		<b>\$ 252,020</b>

WISEJAMS  
STATEMENT OF INCOME AND EXPENSES – MODIFIED CASH BASIS  
FOR THE YEAR ENDED JUNE 30, 2016

**TRANSFER OF FUNDS FROM TOWN OF COEBURN:**

**\$ 5,310**

**INCOME:**

Donations	5,710
Student Fees	8,180

<b>TOTAL</b>	<b>\$ 13,890</b>
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**EXPENSES:**

Administrative expenses	60
Instructor/Artists Fees	10,840
Instruments & Supplies	3,640
Snacks for Students	570

<b>TOTAL</b>	<b>\$ 15,110</b>
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## **Purpose**

To encourage local governments to support the arts.

## **Description**

The Commission will match, up to \$5,000 subject to funds available, the tax monies given by independent town, city, and county governments to arts organizations. The money, which does not include school arts budgets or arts programming by parks and recreation departments, may be granted either by a local arts commission/council or directly by the governing board.

## **Eligible Applicants**

Independent city, town, or county governments in Virginia.

## **Eligible Activities**

Grants to independent arts organizations for arts activities in the locality. The Commission does not match payments paid to performers for specific performances. Local governments seeking such funding should apply in the Performing Arts Touring Assistance Program.

## **Deadline**

**April 3, 2017 by 5:00 PM, for local government grants awarded in FY18 (July 1, 2017 – June 30, 2018)**

NOTE: A local government that has not approved its budget by the grant deadline may apply conditionally and confirm the application as soon as possible.

## **Amount of Assistance**

Up to \$5,000, subject to funds available. The local government match must be from local government funds; federal funds may not be included.

## **Criteria for Evaluating Applications**

- Artistic quality of the organizations supported by the city/county/town
- Clearly defined policies and procedures for awarding local funds to arts organizations
- Degree of involvement of artists and arts organizations in the local process of awarding grants
- Responsiveness to community needs
- Evidence of local government support of the arts

## **Application/Review/Payment Procedures**

1. Local governments submit complete application forms by the deadline (not a postmark deadline). The Commission does not accept application materials via fax or other electronic means (e.g. e-mail).
2. The Commission staff reviews each application for completeness and eligibility.
3. The Commission staff makes recommendations on levels of funding for each application.
4. The Commission board reviews the staff recommendations and takes final action on the applications in June.
5. After confirmation of the grant award, each local government will confirm in writing to the Commission that its governing board has appropriated the matching funds and the funds from the Commission. This confirmation must take the form of the appropriate page of the local government's approved 2017-2018 budget or a copy of the check (s) to the sub grantee (s). The Commission will pay the grant in full after receiving this confirmation no later than February 1, 2018.

## Local Government Challenge Grant 2017-2018

Applicants should read the 2017-2018 Online Guidelines for Funding and Grant Conditions to ensure compliance with all conditions. **The grant application deadline is April 3, 2017. This is not a postmark date.**

**Mail Completed Application to NEW ADDRESS**  
Virginia Commission for the Arts  
Main Street Centre  
600 East Main Street, Suite 330  
Richmond, VA 23219  
804.225.3132 (Voice/TDD); [www.arts.virginia.gov](http://www.arts.virginia.gov)

For the 2017-2018 grant cycle **ONLY**, the Commission has adopted temporary, interim *Guidelines to Funding* to facilitate the transition from a paper to an online grant management system. These interim Guidelines will streamline the application process for grantees and increase the efficiencies of the review process for the Commission while the new online system is being installed and tested. New Guidelines for FY19 and future grant cycles will be established by the Commission to reflect changes to the online grant system and review process.

### INSTRUCTIONS

The Local Government Challenge Grant Application is an interactive, fillable form that has fields in which you must enter text. The boxes for the fields are highlighted. You must fill in every field in order for this application to be considered complete and ready for review. Once you complete the application, print and submit one hard copy with an original signature to the Commission office **by 5:00 pm, April 3, 2017. (This is not a postmark date)**. Save a copy for your files. There is no option to submit an electronic version of this form. For all questions, please contact the Commission staff at (804) 225-3132.

### APPLICANT INFORMATION

1. Applicant Local Government Name: City of Norton			
2. Mailing Address: P.O. Box 618, Norton, VA 24273			
3. Physical Address if different: 618 Virginia Avenue NW			
3. City: Norton	4. County: n/a	5. State: VA	6. Zip: 24273
7. Application Contact: Fred Ramey		8. Contact Title: City Manager	
9. Contact Email: <a href="mailto:fredr@nortonva.org">fredr@nortonva.org</a>		10. Telephone/Extension: 276-679-1160	
11. Federal Employer ID #: 54-6001476		*12. DUNS Number: 08-881-8521	
**13. VA House #: 1	14. VA Senate #:38	15. VA Congressional District #: 9	



**\* All applicants must include their 9-digit DUNS number when applying for a grant.** This requirement is for the local government applicant only. Sub-grantee DUNS numbers are not required. For more information click here: <http://www.dnb.com/get-a-duns-number.html> **17**

**\*\* Give the number of the Virginia House, Senate and the U.S. Congressional district in which the organization is located.** The specific street address of your organization determines these numbers. If you do not know the numbers of the State or U.S. Congressional district in which your organization is located, contact your County Election Commission office or visit: <http://whosmy.viriniageneralassembly.gov> \*Do not list more than one (1) House, Senate or Congressional district in each space.

## GRANT AMOUNT REQUEST

Applicant governments must match the amount requested from the Commission on at least a dollar-for-dollar basis with local government funds up to \$5,000, **subject to funds available**; federal funds may not be included. A local government that has not approved its budget by the grant deadline may apply conditionally. After the grant has been approved, any change in the allocation of funds sub-granted to local arts organizations must be approved by the Commission.

16. Amount of Virginia Commission for the Arts assistance requested for FY2018: \$5,000

17. Proposed local government arts appropriation for FY2018: \$5,000

## GRANT INFORMATION

18. What is the process for awarding the above grants?

The City of Norton holds regular council meetings every month at which various organizations may present requests for contributions. After consideration the Council makes decisions on these requests.

19. Who is involved in making these decisions?

The City Council is the legislative and policy-making body in municipal government and is responsible for making these decisions.

20. What criteria are sought in evaluating applicants?

Applicants are evaluated according to the City of Norton's Donation Policy (enclosed).

21. List of current board/council members, if a board/council is involved in making funding decisions:

William Mays, Mayor

Joseph Fawbush, Vice Mayor

Delores Belcher, Councilwoman

Mark Caruso, Councilman

Robert Fultz, Jr., Councilman

22. Give a brief description of the arts organization(s) proposed to receive Commission assistance through the Local Government Challenge Grant in 2017-2018.

Pro-Art Association

Pro-Art's mission is to promote the arts for the general public of Wise, Dickenson, and Lee Counties, the City of Norton, and the surrounding area through the following: **18**

The W. Campbell Edmonds Memorial Concert Series, the Dickenson County Cultural Arts Series, and the Lee County Cultural Arts Series offer major programs for the general public in various venues throughout the region. Past performers include Men of the Deeps and Preservation Hall Jazz Band.

The University of Virginia's College at Wise Cultural Arts Series includes evening lectures and performances for students and the general public.

The Mountain Empire Community College Cultural Arts Series includes afternoon lectures and performances for students and the general public.

The Creative Arts Programs in the Schools of Wise County, Dickenson County, and the City of Norton offer programs to over 12,000 students, free of charge, every year. Students have enjoyed performances by the Barter Players, Brass 5, and the Richmond Ballet.

WiseJAMs is an after-school music education program serving all 3rd - 8th grade students in Wise County and the City of Norton. The program provides education in string instruments in the traditional old-time style at beginner through advanced level and also promotes Appalachian culture and heritage.

### SUBGRANTEE (S) INFORMATION

23. Please list which local independent arts organizations will receive the Commission grant money sub-grant. After the Commission grant has been approved, any changes in the allocation of sub-grants to local arts organizations must be approved by the Commission. **Note:** Sub-grants (grants made by the local government) of any Commission funds, **not to exceed \$5,000**, from the Local Government Challenge grant program may only go to independent Virginia arts organizations for arts activities in the locality. Virginia arts organizations are defined as those organizations whose primary purpose is the arts (production, presentation or support of dance, literary arts, media arts, music, theater, or visual or related arts), that are incorporated in Virginia, and have their headquarters and home seasons, or activities equivalent to a home season, in the state. Units of government and educational institutions cannot be considered arts organizations.

Name of Organization Physical Mailing Address	Sub Grantee Contact Name & Title	Sub Grantee Email Address	Proposed VCA \$ Grant Share
1. Pro-Art Association P.O. Box 179 One College Avenue - Resource Center Wise, VA 24293	Bonnie Elosser, Executive Director	pro-art@uvawise.edu	\$5,000
2.			
3.			

4.			
5.			
6.			

**Note:** Attach additional local independent arts organizations on a separate piece of paper if necessary.

## POPULATIONS BENEFITED

24. Select any categories that, by your best estimate, will make up 25% or more of the population that will directly benefit from the award during the period of support. These responses should refer to populations reached directly, rather than through broadcasts or online programming.

### Populations Benefited By Race

- ☐ N: American Indian/Alaska Native
- ☐ A: Asian
- ☐ B: Black/African American
- ☐ H: Hispanic/Latino
- ☐ P: Native Hawaiian/Other Pacific Islander
- ☐ W: White
- ☒ G: No single race/ethnic group listed above made up more than 25% of the population directly benefited.

### Populations Benefited By Distinct Groups

- ☐ D: Individuals with Disabilities
- ☐ I: Individuals in Institutions (include people living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters)
- ☐ P: Individuals below the Poverty Line
- ☐ E: Individuals with Limited English Proficiency
- ☐ M: Military Veterans/Active Duty Personnel
- ☐ Y: Youth at Risk
- ☒ G: No single distinct group made up more than 25% of the population directly benefit

### Populations Benefited By Age

- ☐ 1. Children/Youth (0-18 years)
- ☐ 2. Young Adults ((19-24 years)
- ☐ 3. Adults (25-64 years)
- ☐ 4. Older Adults (65+ years)
- ☒ 5. No single age group made up more than 25% of the population directly benefited

### Arts Education

*Choose the one item which best describes the funded activities.*

- ☐ 50% or more of the funded activities are arts education directed to K through 12 students, higher education students, pre-kindergarten children, and/or adult learners (including teachers and artists).
- ☒ Less than 50% of the funded activities are arts education directed to K through 12 students, higher education students, pre-kindergarten children, and/or adult learners (including teachers and artists).
- ☐ None of the funded activities involve arts education

## Local Government Challenge Grant 2017-2018

### Certification of Assurances & Grant Conditions for Local Government Grantees

Virginia Commission for the Arts grantees are required to be non-profit Virginia organizations and exempt from federal income tax under Section 501(a), which includes the 501(c)3 designation of the Internal Revenue code, or are units of government, educational institutions, or local chapters of tax exempt national organizations.

No part of any Commission grant shall be used for any activity intended or designed to influence a member of Congress or the General Assembly to favor or oppose any legislation.

Each Commission grantee will:

- provide accurate, current and complete financial records of each grant;
- maintain accounting records which are supported by source documentation;
- maintain effective control over and accountability for all funds, property, and other assets ensuring that assets are used solely for authorized purposes;
- maintain procedures ensuring timely disbursement of funds;
- provide the Commission, or its authorized representatives, access to the grant-related financial records.

The grantee will expend any and all grant funds only for purposes described in the application form and attachments. The grantee must request permission in writing to make changes to the proposed sub grantees, budget, schedule, program and or personnel. The requested changes must be approved in advance by the Commission.

Each Commission grantee will comply with these federal statutes and regulations:

- Title VI, Section 601, of the Civil Rights Act of 1964, which provides that no person, on the ground of race, color or national origin, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- Title IX, Section 1681, of the Education Amendments of 1972, which provides that, with certain exceptions, no person, on the basis of sex or age, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.
- Americans With Disabilities Act and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination against persons with physical or mental disabilities in federally assisted programs. Compliance with this Act includes the following: notifying employees and beneficiaries of the organization that it does not discriminate on the basis of handicap and operation of programs and activities which, when viewed in their entirety, are accessible to persons with disabilities. Compliance also includes maintenance of an evaluation plan developed with the assistance of persons with disabilities or organizations representing disabled persons which contains: policies and practices for making programs and activities accessible; plans for making any structural modifications to facilities necessary for accessibility; a list of the persons with disabilities and/or organizations consulted; and the name and signature of the person responsible for the organization's compliance efforts. ("ADA Coordinator")

No final report is required for the Local Government Challenge Grant. Each local government will confirm in writing to the Commission that its governing board has appropriated the matching funds. The confirmation letter must include a list of the organizations that received funding and the total amount, including a breakout of the Commission's \$ share and the local government's \$ share, awarded to each organization as well as the appropriate page of your city's/jurisdiction's approved FY2018 budget showing the amount of the award and match or a copy of the check (s) to the sub-grantee (s).

The Commission will pay the grant in full after receiving this confirmation. **The deadline for this confirmation is February 1, 2018.**

In all published material (printed programs, news releases, web news, email alerts, advertisements, flyers, etc.) and announcements regarding the particular activity or activities supported, acknowledgment of the Commission must be made. A suggested phrase is "(organization or activity) is partially supported by funding from the Virginia Commission for the Arts and the National Endowment for the Arts."

This application must be signed by an individual duly authorized by the governing body of the locality to act on its behalf and submitted with every grant application made to the Commission. Authorizing officials include: County Administrators, Mayors, City/Town Managers, etc. The signature of the individual indicates the locality's compliance with all of the grant conditions listed above.

***The undersigned certifies to the best of his/her knowledge that:***

- the information in this application and its attachments is true and correct;
- the filing of this application has been duly authorized by the governing body of the applicant organization;
- the applicant organization agrees to comply with all grant conditions cited above.

***The undersigned further certifies that he or she has the legal authority to obligate the applicant locality.***

Name of Local Government: City of Norton

Name of Authorizing Official: Fred Ramey

Title: City Manager

Signature of Authorizing Official: \_\_\_\_\_ Date:

Email of Authorizing Official: [fredr@nortonva.org](mailto:fredr@nortonva.org)

**NOTE: Only documents with original signatures will be accepted. Do not send copies or email/fax this application.**

Save a copy of the completed application for your files.

**Mail two copies of the completed application to VCA's new address:**

Virginia Commission for the Arts  
Main Street Centre  
600 East Main Street, Suite 330  
Richmond, VA 23219

For more information, contact the Commission staff at (804) 225-3122; [www.arts.virginia.gov](http://www.arts.virginia.gov)



# Inter-Office Memo

**To:** City Council

**From:** Fred L. Ramey, Jr. *FR*

**CC:**

**Date:** March 21, 2017

**Re:** 2017 Fireworks

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It's that time of year that we need to enter into a contract with our fireworks vendor. We have worked with our current fireworks vendor for well over 20 years and have shared an excellent working relationship. In 2015, due to a change in the Virginia License Requirements for a Fireworks Technician, our vendor was no longer able to bring in licensed technicians from outside the state unless they were also licensed in Virginia. That led to a shortage of fireworks technicians for fireworks display, specifically on popular dates such as the 4<sup>th</sup> of July.

In 2017, July 4<sup>th</sup> falls on a Tuesday so our vendor is recommending that we consider holding our fireworks on Saturday, July 1<sup>st</sup> (with a rain date for Sunday, July 2<sup>nd</sup>). I am requesting City Council's consideration of formally setting this date for our 4<sup>th</sup> of July Fireworks display. Should City Council want to continue to hold on fireworks on July 3<sup>rd</sup> or 4<sup>th</sup>, we would need to either increase our fireworks budget from \$12,000 to \$20,000 or take over the responsibility for shooting our own fireworks display.

Please let me know if you have any questions.

Thank You.

## ROD ENTERPRISES INC

Doughmakers Pizza  
276.679.1099  
109 6<sup>th</sup> St NW  
Norton, Va 24273

Fishtales Family Restaurant  
276.679.1651  
696 Highway 58  
Norton, Va 24273

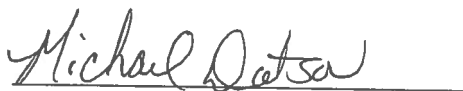
To: City Of Norton

We would like to ask for permission from the town of Norton to use the word "WoodBooger" as the name to one of our items at Doughmakers Pizza LLC, located at 109 6<sup>th</sup> St NW, Norton Va 24273. It is our understanding the town of Norton has this word trademarked.

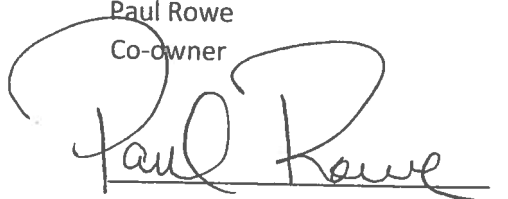
Please feel free to contact with any questions or additional information needed on this topic.

Thankyou,

Mike Dotson  
Co-owner

Handwritten signature of Michael Dotson in cursive script, underlined.

Paul Rowe  
Co-owner

Handwritten signature of Paul Rowe in cursive script, underlined.



**CITY OF NORTON  
CLEAR CREEK WATERLINE REPLACEMENT PROJECT - PHASE I**

**VIRGINIA DEPARTMENT OF HEALTH  
WATER SUPPLY ASSISTANCE GRANT FUND**

**RESOLUTION**

**WHEREAS**, the City of Norton, wishes to apply for funding from the Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grants Program, for its “**Clear Creek Waterline Replacement Project - Phase I**”;

**WHEREAS**, the Virginia Department of Health – Office of Drinking Water has funded projects for the City of Norton and this project meets the Water Supply Assistance Grants Program funding requirements;

**WHEREAS**, the project costs and additional information supporting the projects needs will be detailed in an application to be submitted on or before April 01, 2017; and,

**WHEREAS**, the “**Clear Creek Waterline Replacement Project - Phase I**” will continue the improvements of the System-Wide Water Improvements Projects, replacing and/or repairing existing lines and appurtenances within the system that are a source of continual leakage/repair and that may not currently meet the requirements of the Virginia Department of Health.

**THEREFORE, BE IT RESOLVED** that the City of Norton Council hereby votes and agrees to seek funding from the Office of Drinking Water for the project and agree to serve as the legal applicant for this project. Furthermore, the City Manager is hereby authorized to sign and submit any and all appropriate documents on behalf of the City of Norton relevant to this Virginia Department of Health’s Water Supply Assistance Grants Program Application, contingent upon review and concurrence of the City’s attorney.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Absent \_\_\_\_\_

Adopted this the 21<sup>th</sup> day of March 2017.

\_\_\_\_\_  
William Mays, Mayor

Attest:

\_\_\_\_\_  
Clerk of City Council

**CITY OF NORTON  
JOSEPHINE WATERLINE REPLACEMENT PROJECT - PHASE I**

**VIRGINIA DEPARTMENT OF HEALTH  
WATER SUPPLY ASSISTANCE GRANT FUND**

**RESOLUTION**

**WHEREAS**, the City of Norton, wishes to apply for funding from the Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grants Program, for its **“Josephine Waterline Replacement Project - Phase I”**;

**WHEREAS**, the Virginia Department of Health – Office of Drinking Water has funded projects for the City of Norton and this project meets the Water Supply Assistance Grants Program funding requirements;

**WHEREAS**, the project costs and additional information supporting the projects needs will be detailed in an application to be submitted on or before April 01, 2017; and,

**WHEREAS**, the **“Josephine Waterline Replacement Project - Phase I”** will continue the improvements of the System-Wide Water Improvements Projects, replacing and/or repairing existing lines and appurtenances within the system that are a source of continual leakage/repair and that may not currently meet the requirements of the Virginia Department of Health.

**THEREFORE, BE IT RESOLVED** that the City of Norton Council hereby votes and agrees to seek funding from the Office of Drinking Water for the project and agree to serve as the legal applicant for this project. Furthermore, the City Manager is hereby authorized to sign and submit any and all appropriate documents on behalf of the City of Norton relevant to this Virginia Department of Health’s Water Supply Assistance Grants Program Application, contingent upon review and concurrence of the City’s attorney.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Absent \_\_\_\_\_

Adopted this the 21<sup>th</sup> day of March 2017.

\_\_\_\_\_  
William Mays, Mayor

Attest:

\_\_\_\_\_  
Clerk of Council

## RESOLUTION

**WHEREAS**, the Virginia Department of Conservation and Recreation has issued Dam Safety Regulations that provide for proper and safe design, construction, operation, and maintenance of dams to protect public safety, and

**WHEREAS**, the Lower Dam has three significant leaks flowing through lift joints in the Dam resulting in less than optimal water storage, and

**WHEREAS**, the 2011 Structural Adequacy Analysis recommended that leaking lift joints in the Dam be repaired to prevent water from flowing through the joints, and

**WHEREAS**, the Virginia Dam Safety Flood Prevention and Protection Assistance Fund provides matching grants to assist with Engineering and Design for Repair of Erosion or Deterioration of Dam and/or Appurtenant Structures..

**NOW, THEREFORE, LET IT BE RESOLVED** that the City Council of the City of Norton, Virginia does hereby authorize the City Manager to submit a funding application to the Flood Prevention and Protection Assistance Fund in the amount of \$32,200 for the purpose of Engineering Design and Technical Specification for the Repair of the Leaking Lift Joints and for up to 300 Linear Feet of Additional Crack Repair on the Lower Norton Dam, inventory number 72001.

**Be It Further Resolved** that the City of Norton will provide the matching funds from its local Water/Sewer Fund Budget as the City's required share if the grant is awarded.

Adopted this 21<sup>st</sup> Day of March 2017.

City of Norton

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William J. Mays  
Mayor

ATTEST:

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City Clerk

## Resolution

**WHEREAS**, the health and safety of all Virginians is important to the prosperity and well-being of our Commonwealth's families and communities; and

**WHEREAS**, our children are our most valuable resource and will shape the future of the Commonwealth; and

**WHEREAS**, child abuse is considered to be one of our nation's most serious public health problems, with scientific studies documenting the link between the abuse and neglect of children and a wide range of medical, emotional, psychological, and behavioral disorders; and

**WHEREAS**, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

**WHEREAS**, all citizens should contribute to a safe, nurturing environment to support families raising children; and

**WHEREAS** effective child abuse prevention programs succeed because of partnerships created among families, social services agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and

**WHEREAS**, we acknowledge that we must work together as a community to increase awareness about child abuse and how we can prevent it, because prevention remains the best defense for our children; and

**WHEREAS**, displaying a pinwheel during the month of April will serve as a positive reminder that together we can prevent child abuse and neglect and keep children safe;

**NOW, THEREFORE, BE IT RESOLVED** that the Norton City Council does formally proclaim April 2017 as Child Abuse Prevention Month and call for this observance to the attention of all our citizens in the City of Norton, Virginia.

ADOPTED this 21<sup>st</sup> day of March, 2017.

CITY OF NORTON, VIRGINIA

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William J. Mays, Mayor

ATTEST:

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Clerk

143096

INV. DATE	INVOICE#	G/L ACCT.#	GROSS AMOUNT	DISC. AMOUNT	NET AMOUNT
3/06/2017	FY 2015-2	0-010-00020-2272229.690.04		.00	229,690.04

3/10/2017	4974	143096	229,690.04	.00	229,690.04
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CITY OF NORTON  
GENERAL OPERATING FUND  
NORTON, VA 24273

THE FIRST BANK & TRUST  
NORTON VA

143096

68-446/514

143096 11

229 THOUSAND 690 DOLLARS 04 CENTS

PAY TO THE ORDER OF:

DATE

AMOUNT

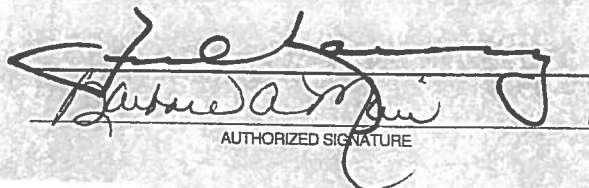
3/10/2017

\$229,690.04

WISE COUNTY TREASURER  
C/O COUNTY ADMINISTRATOR  
P. O. BOX 570  
WISE

VA

24293

  
AUTHORIZED SIGNATURE

**COPY**